



The Tennessee Sunshine Law Passed by the General Assembly in 1974 requires that meetings of state, city and county government bodies be open to the public and that any such governmental body give adequate public notice of such meeting.

**TENNESSEE DEPARTMENT OF HEALTH  
MEMORANDUM  
Amended**

**Date:** November 9, 2006

**To:** Andrea Turner, Director of Communications

**From:** Marva Swann, Unit Director  
Tomica Walker, Board Administrator

**Name of Board or Committee:** Board of Respiratory Care

**Date of Meeting:** November 14, 2006

**Time:** 9:00 a.m., C.D.T.

**Place (complete Address):** Health Related Boards Conference Room  
227 French Landing Drive, Suite 300  
Heritage Place Metro Center  
Nashville, TN 37243

**Major Item(s) on Agenda:**

1. Approve the minutes from the August 22, 2006 meeting
2. File application and/or interview applicants and determine eligibility
3. Receive reports and/or requests from the Board Administrator
4. Receive reports and/or requests from the Division Director's office
5. Receive reports and/or requests from the Office of General Counsel

6. Receive reports and/or requests from the Office of Health Licensure and Regulation including Financial Status Report
7. Receive reports and/or requests from the Office of Investigations
8. Consider ratification of initial determinations and actions made by the approving members and other board authorized individuals:
  - a. Ratification of new licensees
  - b. Ratification of reinstatements
9. Consider authoring a rulemaking hearing regarding:
  - a. A fee increase
  - b. Clarification of new applicant fees required
10. Discuss Correspondence
11. Discuss and take action if needed on policy statement regarding Patient Safety, Culture of Learning, Justice, and Accountability
12. Discuss Legislation and take action if needed
13. Discuss and consider a request for an increase in TNPAP funding
14. Adjournment

This memo shall be forwarded from individual programs to the Public Information Office on the 15th day of the preceding month. The Public Information Office will prepare the monthly list of meetings within the Department and have ready for distribution to state media by the 28th day of the preceding month.